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Village of New Paltz Planning Board  
Regular Meeting of Tuesday, April 17, 2018  
Village Hall - 7:00 PM  
**APPROVED MINUTES**

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Present: Michael Zierler, Chair  
Rich Steffens  
John Litton  
Eve Waltermaurer, Alternate  
Michele Zipp, Alternate

Absent: Denis McGee  
Richard Souto

Also Present: Rick Golden, Planning Board Attorney  
David Gilmour, AICP, Municipal Planner  
Alana Sawchuk, Planning and Zoning Secretary

***Welcome***

7:01-7:02

Chair Zierler runs through the evening's agenda.

***Public Hearing***

***1. Site Plan Amendment***

*Conversion of building from commercial to residential*

PB18-11: 48 N. Chestnut

Applicant: Roger Spool

Zoning District: B-1

SBL: 86.34-3-24

7:02-7:04

Mr. Steffens moves to open the Public Hearing for PB18-11, 48 N. Chestnut, Spool. Ms. Waltermaurer seconds. 4 ayes. Motion carried. Chair Zierler briefly explains the state of the application as it stands in front of both the Planning Board and Zoning Board of Appeals.

No comments.

Mr. Steffens move to close the Public Hearing for PB18-11, 48 N. Chestnut, Spool. Chair Zierler seconds. 4 ayes. Motion carried.

*2. Site Plan/Special Use Permit*

*Change of use*

PB17-02: 85 N. Chestnut

Applicant: Radi Serdah

Zoning District: NBR

SBL: 86.26-1-13

7:04-7:12

Mr. Steffens moves to open Public Hearing for PB17-02, 85 N. Chestnut, Serdah. Ms. Waltermaurer seconds. 4 ayes. Motion carried.

Cara Lee comes forward to speak and ask questions regarding this application.

Craig Shankles comes forward to speak regarding this application.

Mr. Zierler reads public comment submitted by Butch Dener regarding this project.

Cara Lee comes forward again to expand upon an earlier question.

Mr. Steffens moves to close the Public Hearing for PB17-02, 85 N. Chestnut, Serdah. Ms. Waltermaurer seconds. 4 ayes. Motion carried.

John Litton arrives at 7:12 PM.

***Public Comment (0 minutes)***

***7:12***

No comments.

***Application Review***

*1. Site Plan Amendment*

*Conversion of building from commercial to residential*

PB18-11: 48 N. Chestnut

Applicant: Roger Spool

Zoning District: B-1

SBL: 86.34-3-24

7:13-7:23

Mr. Spool's proxy approaches the Board in order to connect Mr. Spool via telephone.

Chair Zierler informs Mr. Spool that there were no comments made during his Public Hearing. As the application is currently pending before the Zoning Board of Appeals, the Planning Board is not yet able to take a vote.

Due to the fact that the applicant seeks to create a new residential unit, the Board must discuss whether

or not the project demands payment of a recreation fee in lieu of a set-aside of land for recreation on site.

The Resolution will include a condition regarding payment of recreation fees prior to the Chair signing the approved plans. Should the Zoning Board of Appeals approve Mr. Spool's variance on May 8, 2018, the Planning Board will be able to vote on May 15, 2018.

## *2. Site Plan/Special Use Permit*

### *Change of use*

PB17-02: 85 N. Chestnut

Applicant: Radi Serdah

Zoning District: NBR

SBL: 86.26-1-13

7:24-8:24

Mr. Willingham and Mr. Serdah approach the Board. Mr. Willingham runs through changes made to the site plan as requested by the Planning Board, including fencing, removing parking spaces from the setback, including water and sewer lines, and aligning the sidewalk with the Zero Place's crosswalk. Mr. Serdah's neighbor has agreed to share a dumpster and locate that dumpster on the neighbor's property. The Board will need a formal agreement between Mr. Serdah and his neighbor for the shared dumpster.

The Board discusses the four required modifications made by the Ulster County Planning Board.

The Ulster County Planning Board recommends on-street parking as well as extending the bike lane from Zero Place. The Board requests that the applicant include evidence of a bike lane on their plans, but finds that having street parking at this location would be unsafe. The Ulster County Planning Board also recommends further "access," by way of a formal cross-access easement between Mr. Serdah and his neighbor. Citing too much traffic at this location, the Planning Board discussed rejecting this recommendation due to safety concerns. The Ulster County Planning Board refers to landscaping in the NBR district, noting that the required landscape buffer does not appear on the current site plan. The applicant agrees to a landscaped bed in the southeast corner of the property. Finally, the Ulster County Planning Board recommends that the design of the building adhere to the aesthetic of the NBR district.

The applicant will revise their site plan accordingly. This includes the stamp and signature of the registered landscape architect who prepared the landscape details on the site plan. The Board will send the landscaping plan to the Village Shade Tree Commission, and ask that they respond in time for the May 1, 2018 Board meeting.

At the May 1 meeting, the Board will finalize a response to the UCPB required modifications. A vote on the application is expected at the May 1 meeting.

## *3. Site Plan Amendment*

### *Location of dumpster and mechanicals*

PB17-13: 51 Main Street

Applicant: Dimitri Viglis

Zoning District: B-2

SBL: 86.143-1-9.200

8:24-8:36

Mr. Viglis and Mr. Miller approach the Board. Chair Zierler explains that the original project was approved in 2014. The current application is a Site Plan Amendment based on a change of use from a two-story restaurant to office space on the second floor, maintaining the residential space on the top floor and restaurant on the first floor. Tonight, the Board is considering the location of mechanicals extending off the back of the building, as well as final placement of the garbage cans and planter on the property.

Board discusses changes made to current site plan provided by Mr. Miller.

Chair Zierler reads Approval Resolution of PB17-13, 51 Main Street, Viglis. Chair Zierler requests a motion to both approve this application and to classify it as a Type II action under SEQRA. Mr. Litton moves to approve PB17-13, 51 Main Street, Viglis. Ms. Waltermaurer seconds. 5 ayes. Motion carried.

#### *4. Site Plan Amendment*

##### *Change of use*

PB18-13: 3 Church Street

Applicant: Bob Henninger

Zoning District: B-2

SBL: 86.143-1-6

8:37-8:39

Mr. Henninger approaches the Board. The applicant is seeking to convert the sole apartment in the building to commercial space.

Chair Zierler requests a motion to consider PB18-13, 3 Church Street, Henninger, a complete application, a Type II action under SEQRA, exempt from referral to the Ulster County Planning Board, and to set a Public Hearing for Tuesday, May 1, 2018 at 7:00 PM. Mr. Steffens moves. Ms. Waltermaurer seconds. 5 ayes. Motion carried.

#### *5. Site Plan Amendment*

##### *Additional outdoor seating*

PB18-14: 3B Church Street

Applicant: Jacob Meglio/Arrowood Farms

Zoning District: B-2

SBL: 86.143-1-6

8:39-8:48

Mr. Meglio discusses changes made to the current site plans as requested by the Planning Board at their previous meeting, including location of additional seating and integrity of the deck.

Chair Zierler requests a motion to consider PB18-14, 3B Church Street, Jacob Meglio/Arrowood Farms, a complete application, a Type II action under SEQRA, exempt from referral to the Ulster County Planning Board, and to set a Public Hearing for May 1, 2018, at 7:05 PM. Mr. Steffens moves. Ms. Waltermaurer seconds. 5 ayes. Motion carried.

#### *6. Site Plan Amendment*

##### *Garage modification*

PB18-15: 6 Grove Street  
Applicant: Thomas Olsen  
Zoning District: R-2  
SBL: 86.34-10-13  
8:51-9:24

Mr. Olsen approaches the Board and briefly summarizes his project. The applicant plans to re-position his garage and create easier access to his driveway. The applicant is currently in front of the Zoning Board of Appeals for relief from rear and side yard setback requirements.

The Board discusses the Zoning Board of Appeals meeting on April 10, 2018 when Mr. Olsen first appeared.

Attorney Golden remarks that the Planning Board can be of assistance in helping the Zoning Board of Appeals draft their Resolution with regards to specific conditions.

The timetable of this particular application will be determined by the Zoning Board of Appeals. Chair Zierler requests a motion to submit a written memo to the Zoning Board of Appeals indicating that the Planning Board sees no problem with granting this variance. The motion also includes classifying this application as a Type II action under SEQRA, noting it is exempt from referral to the Ulster County Planning Board, and setting a Public Hearing for June 5, 2018 at 7:00 PM. Mr. Steffens moves. Ms. Waltermaurer seconds. 5 ayes. Motion carried.

#### *7. Site Plan Amendment*

##### *Modification to existing structure*

PB18-16: 195 Huguenot Street  
Applicant: Julie Hyland  
Zoning District: H  
SBL: 78.82-1-22.100  
9:24-9:54

Jim and Julie Hyland approach the Board and explain their project. The applicants seek to convert an existing barn on their property to a 500 square foot apartment on the first floor. The applicant is currently in front of the Zoning Board of Appeals because they are creating a second primary residence on their property and do not have enough land for two single-family homes on their lot.

The applicant received approval from the Historic Preservation Commission on April 16, 2018 for any exterior changes.

The Board briefly discusses the possibility of recreation fees being required should they approve the addition of a second residence on site.

Mr. Steffens notes that site plan needs water and sewer lines shown and recommends that the applicant check with the Superintendent of Public Works for the Village of New Paltz for that information. The applicant informs the Board that they have municipal water, but not sewer.

Chair Zierler notes that the applicant has the option of creating a connection between the two structures, which would eliminate the need for a variance and the recreation requirement.

The Board requests that the applicants provide measurements of their driveway to confirm that the site has sufficient parking. Chair Zierler requests a motion to consider PB18-16, 195 Huguenot Street, Hyland, a complete application, a Type II action under SEQRA, require a referral to the Ulster County Planning Board, and to set a Public Hearing for June 5, 2018 at 7:05 PM. Chair Zierler moves. Ms. Waltermaurer seconds. 5 ayes. Motion carried.

The Board agrees to waive an escrow fee for this application. Mr. Litton moves to waive the escrow deposit for PB18-16, 195 Huguenot Street, Hyland. Ms. Waltermaurer seconds. 5 ayes. Motion carried.

#### *8. Subdivision*

##### *Sketch plan review*

PB18-17: 193 Huguenot Street

Applicant: Christopher Hasbrouck

Zoning District: H

SBL: 78-82-1-2

9:54-10:14

Mr. Hasbrouck approaches the Board and explains why he needs a subdivision and where it would be divided. The applicant is looking for help in determining the next steps in the process of legally dividing the property.

Chair Zierler explains the three stages of a subdivision application: sketch plan review, preliminary plat, and final plat. Due to the fact that this property is located within the Historic district, it will need to be classified as a Type I action under SEQRA, and the applicant's hired surveyor should assist the applicant in completing a long form Environmental Assessment Form.

John Litton leaves at 10:01 PM.

#### *9. Subdivision*

##### *Preliminary plat*

PB18-18: 4 Hasbrouck Place

Applicant: Maureen Walker

Zoning District: R-2

SBL: 86.42-4-8

10:14-10:33

Maureen Walker approaches the Board. She explains that a lot line revision was approved in 2009, but was never filed with Ulster County and has since expired.

Planner Gilmour notes a typo made in his memo with regard to acreage.

Chair Zierler remarks on a letter of approval received from the Planning Board Chair in 2009.

The Board asks that Ms. Walker return to the Planning Board with a revised map that includes changes to an incorrect, handwritten number denoting measurement, inclusion of water and sewer lines, a new lot width table, and an official surveyor's stamp.

***Administrative Business***

- *Approval of Minutes from April 10, 2018*

Mr. Steffens moves to approve the 4/10/18 Minutes. Ms. Waltermaurer seconds. 4 ayes. Motion carried.

- *Meeting Overview for May 1, 2018*
- *Set Date for Joint Meeting with Village Board*

***Adjournment***

Mr. Steffens moves to adjourn. Ms. Waltermaurer seconds. 4 ayes. Motion carried.

The meeting adjourns at 10:34 PM.

Respectfully submitted by,

Alana Sawchuk  
Planning and Zoning Secretary